



**REGULAR MEETING AGENDA**  
125 E. College Street, Covina, California  
Council Chamber of City Hall  
**Tuesday, May 3, 2022**

**IMPORTANT NOTICE**

*This meeting is being conducted in accordance with Assembly Bill 361, regarding the COVID-19 pandemic.*

*Members of the public may view the meeting live on the City's website at [www.covinaca.gov](http://www.covinaca.gov) or on local cable television, Spectrum channel 29 and Frontier Channel 42. To view from the website, hover over the Departments & Services tab until the drop-down menu appears and click on City Council Video Library under the City Council header. A live banner will appear at the start of the meeting.*

**Public Comments:** *During the meeting, there will be an opportunity for the public to speak. Public testimony is limited to five (5) minutes per speaker, unless, for good cause, the Mayor/Chairperson amends the time limit; a speaker's time may not be transferred to another speaker. State Law prohibits the Council/Agency/Authority Members from taking action on any item not on the agenda. Those wishing to speak on a LISTED AGENDA ITEM will be heard when that item is addressed.*

**In Person:** *To address the Council/Agency/Authority please complete a yellow speaker request card located at the entrance of the Council Chamber and give it to the City Clerk. Your name will be called when it is your turn to speak.*

**Remotely via Zoom:** *Access the meeting remotely via Zoom with one of the following devices:*

*Computer or Smart Device:*

<https://us02web.zoom.us/j/86881892217?pwd=TWNO5DVMN2d0TThEK2QyazFWazNsdz09>

*Telephone:*

*Dial: +1 669 900 6833  
Webinar ID: 868 8189 2217  
Passcode: 102430*

1. *To request to speak during public comment, please click the “Raise Hand” button on the Zoom toolbar “Reactions” tab.*

*Note:*

*Computer / Smart Device Users:* *The “raise hand” feature is in the reactions tab.*

*Telephone Users:* *Press star-nine (\*9) on your phone to raise your hand.*

2. *Staff will announce your name as listed on Zoom or the last four digits of your phone number when it is your turn to speak and unmute the microphone (audio only); speaker must be present when called to speak.*
3. *Please state your first and last name and city of residence at the beginning of your remarks for the record.*
4. *The microphone will be muted by staff when you have completed your comments or five (5) minutes have expired, whichever occurs first.*

*Meeting Assistance Information: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk’s Office at [cityclerk@covinaca.gov](mailto:cityclerk@covinaca.gov) or 626-384-5430. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.*

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—CLOSED SESSION  
6:30 PM – WILL NOT BE HELD**

**CITY COUNCIL/SUCCESSOR AGENCY TO THE COVINA  
REDEVELOPMENT AGENCY/COVINA PUBLIC FINANCING  
AUTHORITY/COVINA HOUSING AUTHORITY  
JOINT MEETING—OPEN SESSION  
7:30 PM**

**CALL TO ORDER**

**ROLL/CALL**

Council/Agency/Authority Members: John C. King, Victor Linares, Jorge A. Marquez, Mayor Pro Tem/Vice-Chair Walter Allen, III, and Mayor/Chair Patricia Cortez

**PLEDGE OF ALLEGIANCE**

Led by Councilmember King

**INVOCATION**

Given by Covina Police Chaplain David Truax

**PRESENTATIONS**

- A. Small Business Week

- B. National Public Works Week Proclamation
- C. Municipal Clerk's Week Proclamation

## **PUBLIC COMMENTS**

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## **COUNCIL/AGENCY/AUTHORITY COMMENTS**

*Council/Agency/Authority Members wishing to make any announcements of public interest or to request that specific items be added to future Council/Agency/Authority agendas may do so at this time.*

## **CITY MANAGER COMMENTS**

## **CONSENT CALENDAR**

*All matters listed under consent calendar are considered routine, and will be enacted by one motion. There will be no separate discussion on these items prior to the time the Council/Agency/Authority votes on them, unless a member of the Council/Agency/Authority requests a specific item be removed from the consent calendar for discussion.*

- CC 1. Minutes

### **Staff Recommendation:**

Approve the Minutes of the April 19, 2022, Regular Meeting of the City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Housing Authority.

2022 04 19 Minutes CC Draft

- CC 2. Payment of Demands

### **Staff Recommendation:**

Approve Payment of Demands in the amount of \$4,116,864.22

Agenda Report: Payment of Demands APR 1 2022 - APR 14 2022 - Pdf

- CC 3. Ordinance 22-05 Adopting a Military Equipment Use Policy in Accordance with Assembly Bill 481

### **Staff Recommendation:**

Adopt on second reading **Ordinance 22-05**, entitled "Adopting a Military Equipment Use Policy in Accordance with Assembly Bill 481."

Agenda Report - Ordinance 22-05 Military Equipment Policy - Second Reading & Adoption - Pdf

- CC 4. City of Covina Downtown Neighborhood Business Workforce Augmentation Program

**Staff Recommendation:**

Approve the City of Covina Community Development Block Grant (CDBG) Downtown Neighborhood Business Workforce Augmentation Program Guidelines.

Agenda Report - Downtown Neighborhood Business Workforce Augmentation Program - Pdf

- CC 5. Resolution CC 2022-44 Adopting the East Rowland Avenue Rehabilitation Project as the City of Covina's Fiscal Year 2023 Senate Bill 1 (SB 1) Project

**Staff Recommendation:**

Adopt **Resolution CC 2022-44** adopting the East Rowland Avenue Rehabilitation Project as the City of Covina's Fiscal Year 2023 Senate Bill 1 (SB 1) Project and reserving all FY 2022-2023 RMRA funds for project construction costs.

Agenda Report - Resolution CC 2022-44 SB1 E Rowland Ave Rehab - Pdf

- CC 6. Approve and Make AB 361 Findings for Special Brown Act Requirements for Teleconference Meetings

**Staff Recommendation:**

Approve and make the following findings so that meetings of the City Council and the City's Other Legislative Bodies are authorized to meet remotely in accordance with AB 361's special Brown Act requirements for teleconference meetings: (1) the City Council has reconsidered the circumstances of the COVID-19 state of emergency; and (2) state and local officials continue to recommend measures to promote social distancing.

Agenda Report - AB 361 Findings - Special Brown Act Requirements for Teleconference Mtgs - Pdf

- CC 7. Water Well Demolition Project – Final Acceptance and Filing Notice of Completion

**Staff Recommendation:**

1. Accept the work performed by Legend Pump & Well Service Inc.; and
2. Authorize the City Clerk to file a Notice of Completion for the Water Well Demolition Project.

Agenda Report - NOC - Water Well Demolition Project – Legend Pump & Well Service - Pdf

- CC 8. Resolution CC 2022-49 A Resolution to Amend the Fiscal Year 2021-2022 Operating Budget to Reflect an Appropriation of \$50,000 from the General Budget for Expenses Relating to the Formation of a Co-Working Space Located at 401 North Citrus Avenue

**Staff Recommendation:**

Adopt **Resolution CC 2022-49**, amending the Fiscal Year 2021-2022 operating budget to appropriate \$50,000 from the General fund into account 1010-4000-51005-COWRK to pay legal review, furniture deposits, Request for Proposals (RFP) and Request for Qualifications (RFQ) process, and similar tasks for the Covina Co-Working Project to be located at 401 North Citrus Avenue in Covina.

Agenda Report - Resolution CC 2022-49 Covina Co-Working Project - Pdf

- CC 9. Citrus Avenue Rehabilitation Project – Award of Contract to Gentry Brothers Inc. for an Amount of \$4,390,677.25

**Staff Recommendation:**

1. Approve plans and specifications for the Citrus Avenue Rehabilitation Project;
2. Award the Contract for the Citrus Avenue Rehabilitation Project to Gentry Brothers Inc. as the lowest responsive and responsible bidder in an amount of \$4,390,677.25 and authorize the City Manager to execute the Contract;
3. Authorize an amount of \$331,150 for any unforeseen construction expenses;
4. Adopt **Resolution CC 2022-50** to amend the Fiscal Year 2021-2022 Capital Improvement Program Budget to reflect an appropriation of \$550,000 from Measure CC Fund Balance to be used in the Transportation CIP fund and to reflect an appropriation of \$500,000 from Proposition C Fund Balance for the Citrus Avenue Rehabilitation Project; and
5. Approve Memorandum of Understanding (MOU) between City of West Covina and Covina for Citrus Avenue Rehabilitation Project.

Agenda Report - Citrus Ave Rehab Project - Pdf

**CONTINUED PUBLIC HEARINGS - NONE.**

**PUBLIC HEARINGS**

- PH 1. Consideration of Resolutions CC 2022-45, CC 2022-46 and CC 2022-47, Authorizing Annexation of Territory to City of Covina Community Facilities District No. 2007-1 (Public Services) (Annexation No. 30), and to Call and Hold a Special Election (342 S Fourth Avenue, Covina)**

**Staff Recommendation:**

1. City Council to open the public hearing and consider public testimony and close the public hearing; and
2. Adopt **Resolution CC 2022-45**, authorizing the annexation of territory to Community Facilities District No. 2007-1 (Annexation No. 30) and authorizing the levy of a special tax and submitting the levy of tax to the qualified electors; and
3. Adopt **Resolution CC 2022-46**, calling a special election and submitting to the voters of Annexation No. 30 of City of Covina Community Facilities District No. 2007-1 (Public Services), propositions regarding the annual levy of special taxes within Annexation No. 30 to finance public services, and the establishment of an appropriations limit; and
4. Adopt **Resolution CC 2022-47**, making certain findings, certifying the results of an election and adding property to Community Facilities District No. 2007-1 (Public Services), Annexation No. 30.

Agenda Report - Resolutions CC 2022-45, 46, and 47 - CFD Annexation 30 - Pdf

- PH 2. Ordinance 22-06 Approving Zoning Code Amendment (ZCA) 22-002 Amending Chapter 17.69 ("Accessory Dwelling Units") of Title 17 (Zoning) of the Covina Municipal Code Related to Accessory Dwelling Units; and Find the Proposed Zoning Code Amendment to be Exempt From the Requirements of the California Environmental Quality Act (CEQA) Pursuant to CEQA Guidelines Section 15282(h)**

**Staff Recommendation:**

Waive full reading, read by title only, and introduce for first reading **Ordinance 22-06** entitled, “An Ordinance of the City of Covina, California, amending various sections of the zoning code (Title 17 of the Covina Municipal Code) regarding accessory dwelling units and junior accessory dwelling units, and making a determination of exemption under the California Environmental Quality Act (“CEQA”).

Agenda Report - Ordinance 22-06 ZCA 22-002 ADUs - First Reading & Introduction - Pdf

**CONTINUED BUSINESS - NONE.****NEW BUSINESS**

**NB 1. Fiscal Year 2023 Capital Improvement Projects Presentation**

**NB 2. Resolution CC 2022-48, a Resolution of the City Council of the City of Covina, California, to Approve Site Plan Review (SPR) 22-62, a Conceptual Master Plan for the Covina Recreation Village Located at 640 – 680 North Citrus Avenue**

**Staff Recommendation:**

Approve **Resolution CC 2022-48** approving the Site Plan Review (SPR) 22-62, a Conceptual Master Plan for the Covina Recreation Village Located at 640 – 680 North Citrus Avenue.

Agenda Report - Resolution CC 2022-48 Approving Recreation Village Conceptual Master Plan - Pdf

**ADJOURNMENT**

The Covina City Council/Successor Agency to the Covina Redevelopment Agency/Covina Public Financing Authority/Covina Housing Authority will adjourn to its next regular meeting of the Council/Agency/Authority scheduled for Tuesday, May 17, 2022 at 6:30 p.m. for closed session and at 7:30 p.m. for open session inside the Council Chamber at City Hall, located at 125 East College Street, Covina, California, 91723.

The Covina City Clerk's Office does hereby declare that, in accordance with California Government Code Section 54954.2(a), the agenda for the Tuesday, May 3, 2022, meeting was posted on April 28, 2022, on the City's website and near the front entrances of: Covina City Hall, 125 East College Street, Covina.

If you challenge in court any discussion or action taken concerning an item on this agenda, you may be limited to raising only those issues you or someone else raised during the meeting or in written correspondence delivered to the City at or prior to the City's consideration of the item at the meeting.

MATERIALS RELATED TO AN ITEM ON THIS AGENDA, AND SUBMITTED TO THE CITY COUNCIL AFTER PUBLICATION OF THE AGENDA, ARE AVAILABLE TO THE PUBLIC IN THE CITY CLERK'S OFFICE AT 125 E. COLLEGE STREET, COVINA.